REGIME FISCALE WEBSITE

https://regimefiscale.unibocconi.it/index.php?lingua=ENG

Support contact: regimefiscale@unibocconi.it

1) How to sign up – first access

To the question *Will services be invoiced as Studio Associato/Partner Firm* please answer NO.

Complete all the fields:

PERSONAL DATA	
Name (*)	_____ (only alphabetical characters)
Surname (*)	_____ (only alphabetical characters)
Country of birth (*)	- - - - - ▼
Province of birth (Italy) (^)	- - - - - ▼
City of birth (Italy) (^)	- - - - - ▼
Nationality (*)	- - - - - ▼
Date of birth (*)	- - ▼ - - - - - ▼ - - - ▼
Sex (*)	○ M - ○ F
Italian tax code (^)	_____
E-mail (*)	_____ The e-mail will be used by administration office for urgent comunications
Home phone	___ ___ _____ (international prefix-national-number)
Mobile phone	___ ___ _____ (international prefix-national-number) The telephone number will be used by administration office for urgent comunications

TAX RESIDENCE	
Nation (*)	- - - - - ▼
State/City (#)	_____ (for non italian resident only)
Province (Italy) (^)	- - - - - ▼ (for italian resident only)
City (^)	- - - - - ▼ (for italian resident only)
Full Address (*)	_____ , ____
Zip Code (*)	_____
Home country tax code	_____ (only for preferential tax regime countries)
Starting date (*)	- - ▼ - - - - - ▼ - - - ▼

According to the Italian tax rule (art. 2 par. 2 of DPR n. 917/1986) an individual is considered an Italian tax resident if, for more than 183 days in one year (calendar year **from January to December**):

- He/she is enrolled in the Record of Italian resident population (Anagrafe); or
- He/she has his/her domicile in Italy; or
- His/her residence is located in Italy, pursuant to art. 43 of the Italian Civil Code.

If only one of the above three conditions is met for more than 183 days, you are considered an Italian tax resident.

On the contrary, if none of the above three conditions is met for more than 183 days you are considered a non-Italian tax resident.

Declaration of personal and fiscal data

METHOD OF PAYMENT

With what method would you like to be paid?
For easier and more efficient payment we suggest the BANK ACCOUNT choice.

○ Bank transfer -   ○ Cheque

SAVE   HOMEPAGE

CONTINUE

Please answer "bank transfer" as this is the only available option. Please note that the bank account to which the funds are transferred must be **in your name**.

Then, fill in your bank details.

Only for non-resident taxpayers

You will be asked to complete the "Tax Policy" field as follows:

TAX POLICY

In order to choose your prefered tax policy, we request that you sign the relevant points below.
You are required to sign ONLY if a dual-income tax policy agreement exists between your country of residence and Italy.
Check the current conventions at: website of the International Tax Observatory at the Department for Tax Policy of the Economics and Finance Ministry.
If such an agreement does not exist, you will automatically be subject to Italian income tax rules &

You declare to not practice any profession in Italy, on your own or as an employee in a company or in any other institution. (The remuneration received from Universita' Bocconi will be taxed according to the tax regulation of this country in case there is not an agreement between Italy and your country).

○ Yes - ○ No

You declare you will stay in Italy for a period less than 183 days .

○ Yes - ○ No

You request that your remuneration (scolarship/collaboration) is taxed at source at the withholding rate of 30%, as per italian tax regulation.

○ Yes - ○ No

SAVE   HOMEPAGE

CONTINUE

Answer "yes" if you plan to stay for less than 183 days from January to December of the current year. You are considered a resident for tax purposes if you spend in Italy at least 183 days (or 184 in a leap year) in a tax year.

If you want to be taxed at 30%, answer "Yes". In your Income Tax Return you will get a tax credit for the taxes paid in Italy.

If you do not want to be taxed, you can answer "No".
Bocconi will verify if it is possible to apply the tax exemption provided by the Agreement For The Avoidance Of Double Taxation signed by Italy and your country of fiscal residence.
Please consider that in this case it is mandatory to send your tax residence certificate.

Finally, save.

2) Modify a declaration already filled

If you have already a profile registered in the platform, you can simply log in using your credentials.

Declaration of personal and fiscal data

MODULO IN ITALIANO

This form must be filled out by all external collaborators of the University. It serves to provide the data needed for a correct assignment of the fiscal professional level of services provided, following current regulations. Given the complexities of the regulation, we have prepared an on-line form which aims to simplify compilation. Correct compilation of the form will ensure more efficient treatment of your compensation and punctual payment. According to the kind of assignment your services have, the form must be filled out in one or two moments, and will require no more than 10 minutes each time. If the compilation procedure is interrupted, you can return to it by using the user name and password which you chose and received via e-mail. For any problems in filling out the forom contact the e-mail adress regimefiscale@unibocconi.it

FILL OUT NEW DECLARATION

MODIFY A PREVIOUS DECLARATION

We ask you to follow the guided procedure through the buttons found inside the web pages, and to not use the forward/backward arrows of the browser.
All items are required unless specified.
The procedure is optimized for 800x600 pixel video resolutions and higher.

Università Bocconi - Via Sarfatti 25 - 20136 Milano - Tel. 02 5836.1

Insert your personal username and password.

From this section, you can also reset a forgotten password:

CHANGE EXISTING DECLARATION

Username

Password

ENTER   RECOVERY PASSWORD